

BOARD OF TRUSTEES OF THE JEROME PUBLIC LIBRARY
MEETING MINUTES
FEBRUARY 9, 2021

The Board of Trustees of the Jerome Public Library met in the library meeting room for their monthly meeting on January 12, 2021. In attendance were Chair Linda Burton, Sarah Sandridge, Deya Escalona Trochez, Chase Rogers, and Director Linda Mecham.

The meeting was called to order by Linda Burton at 5:06 p.m.

Agenda review – Noted that the date was incorrect. Agenda was changed to reflect the correct date of February 9, 2021

Approval of minutes – Sarah Sandridge made a motion to approve the January 12, 2021 minutes as written. Chase Rogers seconded the motion. Motion carried unanimously.

Financial Report –The financial report was presented. Director reported that the Finance Department added a line item for our part-time employees, but they do not seem to be using that line-item for our part-time employees. All other line items are within a comfortable operating range.

January 2021 bills were presented. Linda Burton made a motion to approve the January 2021 bills. Deya Escalona Trochez seconded the motion. Motion carried unanimously.

Director's Report:

- The library operations report was presented. January was a much slower month than last month and last year with regard to circulation. We are seeing a drop in the checkout of Books on CD, but an increase in downloaded audios. We continue to see an decrease in DVD checkout, so possibly more people are streaming. However, since the addition of the 10 new hotspots, we saw a circulation of 66. This number might be higher, but we are isolating these for a day.
- We have seen an improvement in program attendance. We have begun to return to our Daycare programs. We received a grant for the STEM programming. We will be using this to re-establish a Teen Make It program. Deya spoke to Ben Reed from the radio station. He needs some clarification on some of our Spanish programs. I'll have Connie contact him. Deya also had some suggestions for programming and incentives. The director will talk to staff about these suggestions.
- Director reported that Trevor Churchman was reappointed to the library board by Mayor Davis.

New Business

- The board reviewed of the Materials Selection Policy. Sarah Sandridge made a motion to approve the Materials Selection Policy as written. Chase Rogers seconded the motion. Motion carried unanimously.
- The board reviewed the changes in the library's General Use Policy that reflected the changes in capping fines at \$10.00, making a single processing fee of \$3.00 for lost or damaged items, and the reduction of rural fees from \$45.00 Linda Burton made a motion to approve the changes in the General Use Policy. Sarah Sandridge seconded the motion. Motion carried unanimously.
- The board reviewed the library's fee schedule which included the changes made to rural fees, processing fees, and the addition of hotspot fines. Linda Burton made a motion to approve the fee schedule as presented. Deya Escalona Trochez seconded the motion. Motion passed unanimously.

Adjournment

The meeting was adjourned at 5:39 pm